

## ARIZONA SUPREME COURT PROGRAM EXAM INFORMATION

**To Register:** Pre-registration is required and is now available on-line. Visit the Arizona Judicial Branch Certification & Licensing Portal at <https://azcourts.force.com/cldlicensing/s/> to register for portal access. Once in the portal, select “Exam Registration” and follow the prompts. Once the fee is paid and registration is complete, a confirmation email will be sent from Division staff with additional information pertaining to the exam. **Space is reserved on a first come, first served basis.** Applicants unable to access the online portal should contact the Division at (602) 452-3378.

Re-registration fee of \$50.00 will apply for any applicant who registers for an examination date and fails to appear at the designated site on the scheduled date and time.

Reasonable accommodation will be provided to a qualified applicant with a disability in accordance with the Americans with Disabilities Act. If applicant requires an accommodation, please indicate as such on the electronic registration and upload all documentation necessary to support the need for the accommodation requested. The Division will respond to the request after review of the information provided.

Test results will be available through the portal using credentials established via registration. Official result letter will be forwarded via US mail to the address provided with the exam registration within 2-4 weeks. With a passing result, a fingerprint card will be included with the notice letter along with instructions for online submission of the initial application. With the exception of defensive driving instructor applicants, fingerprints are required to be submitted for all individual applications. If non-passing result is received, a subsequent registration to retake the exam may be submitted through the portal.

Applicants are encouraged to review the Arizona Code of Judicial Administration (ACJA) Part 7, Section 2, for certification/licensure eligibility requirements **prior to submitting an application** to ensure that the applicant meets the stated requirements. Pursuant to ACJA § 7-201(E)(1)(b), all fees associated with the certification/licensure process are **NON-REFUNDABLE**.

Click here for the ACJA: <https://www.azcourts.gov/AZSupremeCourt/CodeofJudicialAdministration>

**Applicants sitting for the certified reporter examination please note:**

**PURSUANT TO SECTION 32-4302, ARIZONA REVISED STATUTES, A PERSON SHALL BE GRANTED AN OCCUPATIONAL OR PROFESSIONAL LICENSE OR CERTIFICATE IF THE PERSON HAS BEEN LICENSED OR CERTIFIED IN ANOTHER STATE FOR AT LEAST TWELVE MONTHS, THE LICENSE OR CERTIFICATE IS IN THE SAME DISCIPLINE AND AT THE SAME PRACTICE LEVEL AS THE LICENSE OR CERTIFICATE FOR WHICH THE PERSON IS APPLYING IN THIS STATE AND THE PERSON MEETS OTHER CONDITIONS PRESCRIBED BY SECTION 32-4302, ARIZONA REVISED STATUTES.**

**If an application for reciprocal certification is submitted that does not meet the established requirements, the application may be denied. As stated above, all fees associated with certification are NON-REFUNDABLE.**

### **ADDRESS OF TEST LOCATION**

Arizona State Courts Building  
1501 West Washington  
Phoenix, Arizona 85007

### **ADDITIONAL INFORMATION**

At check-in for the examination, applicant is required to present one form of government issued personal identification which includes a photo and date of birth.

As noted above, **ALL FEES ARE NON-REFUNDABLE**.

Scheduled exam dates are below. As seats fill in for each exam, dates may become unavailable. Availability is reflected in the online portal.

## 2022 EXAM SCHEDULE

<i>9:00 - 12:00 pm</i>	<i>1:00 p.m. - 4:00 p.m.</i>
January 5, 2022	January 19, 2022
January 19, 2022	February 16, 2022
February 2, 2022	March 16, 2022
February 9, 2022	March 23, 2022
February 16, 2022	April 13, 2022
March 16, 2022	April 20, 2022
March 30, 2022	May 4, 2022
April 6, 2022	May 11, 2022
April 20, 2022	June 15, 2022
May 11, 2022	July 6, 2022
June 1, 2022	July 20, 2022
June 8, 2022	August 17, 2022
June 15, 2022	September 14, 2022
July 13, 2022	October 5, 2022
August 3, 2022	October 12, 2022
August 10, 2022	November 9, 2022
September 21, 2022	November 16, 2022
September 28, 2022	December 7, 2022
October 19, 2022	December 14, 2022
November 2, 2022	
December 21, 2022	

Highlighted dates have a morning and afternoon session.